



STAFF SENATE MINUTES

MINUTES

MARCH 11, 2015

9:00 AM

UNIVERSITY LIBRARY, ROOM 622

ATTENDEES	Jarrod Breithaupt, Kelli Cole, Michael Davis, Kristi Davis, Jason Dunavant, Richard Duran, Amy Estes, Seth Hall, Russell Hollis, Shelley Johnston, Meghan Mazza, Kyle O’Neal, Patricia Pate, Cyndy Robertson, Whitney Sutherland, Lindsey Wilkerson
EXCUSED	
ABSENT	

Agenda topics

CALL TO ORDER	A regular meeting of the Staff Senate was held on Mar. 11, 2015 in the University Library Room 622 and called to order at 9:02 am by Michael Davis, SS President. A quorum was present.
MINUTES	<p>Minutes of the February 2015 meeting were reviewed by the committee. The following changes were requested:</p> <ul style="list-style-type: none"> - Change 90 companies to 74 (job fair) <p>Senator Pate moves to approve the minutes with changes; seconded by Senator Sutherland. Motion passed.</p>
DISCUSSIONS	<p>Staff Senate President’s Report:</p> <p>Unfinished Business:</p> <ul style="list-style-type: none"> - Approval of February 2015 minutes <p>New Business:</p> <ul style="list-style-type: none"> - Elections - Update <ul style="list-style-type: none"> - Kelli Cole, Chair - Kristi Davis - Seth Hall - Meghan Mazza <p>Senator Cole- Email went out March 10th, March 16th nominations will begin, and March 27th they will finish at 11:30 am. April 15th and 16th elections will take place. Email is supposed to go out to everyone who is eligible. List serve will be double checked.</p> <ul style="list-style-type: none"> - Staff Welfare – Handbook update <ul style="list-style-type: none"> - Richard Duran, Chair - Jarrod Breithaupt

- Russell Hollis
- Whitney Sutherland

Senator Duran- Everything is expected to be done by April 1st deadline and meeting is being organized. Staff evaluation info and linked to the policy. **SS President**- Who can nominate who, does more language need to be added? **Senator Wilkerson**- it is the way we have always done it but some language would be nice for clarification. **Senator O'Neal**- Will put something together for the staff handbook update.

Open floor discussion:

- **SS President**- Dr. Stockley wants to know if we would like to put together an event in collaboration with SGA, Faculty Senate, and Staff Senate. The table believes it is a good event to aid in. SS President will meet with Dr. Stockley and work through the details.

- **Senator Dunavant**- Watched joint legislative budget committee; we have four people in our area that are on the committee. For our small region, we have a large representation within the committee. It should be online on Louisiana.gov. Discussed how health and hospital will take the larger hit, and the need to fund higher education as best as possible.

- **SS President**- Students are more focused on what they are getting for their money. How things outside the classroom impact that value.

- **Senator Sutherland**- Has anyone put any thought on a letter writing campaign? **SS President**- Been on his mind and will think about it some more.

- **Senator Wilkerson**- Will we invite Grambling and Tech to the legislature event? Table believes it would be a good idea.

- **Senator Pate**- Do we know any other information on clocking in trial run? **Senator Breithaupt**- Have begun trial run on a small group of people in the library. Results will be passed to administration to see if we do further testing or move on to a new vendor. Will this affect the comp time? **Senator Estes**- These are supposed to be for managerial use. **Senator K. Davis**- Eventually this will move toward electronic timesheets. **Senator Breithaupt**- Would be left up to supervisors on how they do it. **Senator K. Davis**- Comp time exemption is being addressed and is coming from the system. That will change in the future, do not know how just yet. Can still be exempt and still earn comp time. Using this initially as an oversight use. **SS President**- This is a pretty big issue and a lot of people will have questions about it. **Senator Johnston**- How will the clocking in and out work? Also heard it is killing morale as it is taking the flexibility out of things. **Senator Pate**- Supervisors need to be on top of their employees. **Senator Robertson**- How will this work with Fair Labor Laws? **Senator K. Davis**- Exempt employees, it does not matter the number of hours being worked. We want to make sure we are classifying people correctly. **Senator Cole**- What happens if you forget to clock in? **Senator K. Davis**- Reason we have not heard a lot yet, because it

	<p>has not been implemented. As it makes more progress, we will be able to address employees. Senator Johnston- Do we know if we are using machines or what type of clock in system? There are a lot of unknowns about this and they need to be addressed. SS President- Do we need to send an email on behalf of unclassified staff so these issues are addressed? If we send an email about this, it will say that it came from staff senate. Everyone please send SS President some questions so he can draft an email on the concerns and questions. Senator K. Davis- Get on the agenda for next administrative meeting and ask the questions and get concerns addressed.</p> <ul style="list-style-type: none"> - SS President- will be inviting Dr. Richters to our April meeting. - Senator Robertson - Budget books are available in the library. - Senator K. Davis- Policy and procedures in the handbook? SS President- Need to find out what those are on; get them in there. <p>Adjournment:</p>
<p>Next Regular Meeting – April 8, 2015</p>	
<p>CONCLUSIONS</p>	<p>There being no further business, Senator O’Neal made a motion to adjourn; Senator Sutherland seconded. Motion passed. The meeting adjourned at 9:39 a.m.</p>